

# **2006 Homeland Security Grant Program**

**A Competitive Grant  
for local Emergency Preparedness**

**February 2009**

North Dakota Department of Emergency Services  
Division of Homeland Security  
PO Box 5511  
Bismarck, ND 58506 -5511

## **2006 HSGP Competitive Grant Guidance**

### ***Purpose***

State Homeland Security Grant Program funds are intended to assist local units of government in improving their ability to prevent, protect, respond, and recover from CBRNE, agriculture, and cyber terrorism incidents, and catastrophic events (provided that these activities also build capabilities that relate to terrorism) through planning, equipment, training, and exercise activities. This is a very short term grant consisting of unexpended local funds from the 2006 State Homeland Security Grant allocations. Sub-grantees must have the ability to expend the grant awards by May 29, 2009.

Law Enforcement Terrorism Prevention Program funds are intended to assist law enforcement and public safety communities to prevent terrorist attacks by providing funds to support hardening high value targets; continuing to build interoperable communications; and collaborating with non-law enforcement partners, other government agencies and the private sector.

### ***Eligible Applicants***

Eligible applicants include local units of government to include, first responding and coordinating entities such as fire departments, law enforcement, emergency medical services, public health, public works, public safety communications, emergency management, and county, city and tribal units of government. Sub-grants are restricted to governmental entities. Non-governmental entities (hospitals, private emergency medical services, non-profit organizations) are not eligible to receive direct funding under this program. Non-governmental entities may apply through their respective county and/or city. Applicants must be NIMS compliant.

### ***Eligible Activities***

Funds available through this grant may be used for coordinating training activities, planning and executing a tabletop exercise, development of terrorism related plans, or for the purchase of equipment. All training requests must be FEMA approved training. Exercises must conclude with submission of an after action report (HSEEP). Equipment is limited to those items eligible within the Responder Knowledge Base located at <https://www.rkb.us/> .

### ***Available Funds***

Awards are limited to \$20,000 per responding entity.

### ***Submitting Applications***

A complete application must be submitted to DES by 4:30 p.m. CDT on February 26, 2009. Applications must be received at DES by the deadline to be considered for funding (late applications will not be considered). Applications may be submitted by mail to ND Department of Emergency Services, Division of

Homeland Security, PO Box 5511, Bismarck, ND 58506-5511. Or they may be submitted electronically to: khilfer@nd.gov.

***Performance Period***

The period of performance for successful applicants is March 9 through May 29, 2009. All activities must be complete and obligated funds **must be spent** by May 29, 2009.

## **2006 HSGP Competitive Grant Application Guidance**

Applicants must complete the Grant Application as provided at the ND DES Homeland Security website. Proposals will be rated and ranked based upon the details submitted within the proposal, the funding plan, projected accomplishments and impact.

The major sections of the application include:

### ***Project Description:***

Outline in detail the proposed activities to be accomplished within the grant including the entities that will be involved, any background and timelines. If this is a collaborative effort explain the role of all those involved.

### ***Justification***

Provide an explanation of need. You must justify the proposed activities and explain how the activities or equipment purchased will enhance the entity's ability to prevent, protect, respond, and/or recover from CBRNE, agriculture, and cyber terrorism incidents, or catastrophic events (provided that these activities also build capabilities that relate to terrorism). Be detailed and specific.

### ***Accomplishments/Impact***

Provide details about what is projected to be accomplished by the activities and/or equipment purchases proposed. This section should include specific Goals and Objectives.

### ***Funding Plan***

Develop a budget in support of the proposed activities including any outside dollars being used. The budget should be broken down into specifics.

## **2006 HSGP Competitive Grant Application**

ND Department of Emergency Services, Division of Homeland Security  
PO Box 5511, Bismarck, ND 58506-5511  
Email: khilfer@nd.gov

### **DEADLINE:**

4:30 p.m. CDT -- February 26, 2009

### **1. Applying Entity Information**

Name of Applying Entity:

Address:

City : State: ND Zip Code:

### **2. Contact Information**

Name:

Address:

City : State: ND Zip Code:

Phone #: email:

Fax #: cell #:

### **3. Total Grant Request: \$**

This proposal includes a request for funding of the following activity category(s)(check all that apply):

\_\_\_\_\_ Planning    \_\_\_\_\_ Exercise    \_\_\_\_\_ Training    \_\_\_\_\_ Equipment

**4. Narrative:**

**5. Justification:**

**6. Accomplishments / Impact:**

**7. Funding Plan**

**Exercise:**

<u>Detailed Proposed Budget Description</u>	<u>Cost Estimate</u>	
<i>Example: Leases: Rental of school gymnasium 1 day at \$500</i>	\$	500
Contractor:	\$	
Materials & Supplies:	\$	
Travel / Per Diem:	\$	
Leases:	\$	
Overtime-Backfill	\$	
Other(list):	\$	
	\$	
Total Exercise Cost Estimate	\$	
Total ExerciseGrant Request	\$	

**Training:**

<u>Detailed Proposed Budget Description</u>	<u>Cost Estimate</u>	
<i>Example: Materials &amp; Supplies: 100 copies @\$.03 each; markers \$5.00; flip charts 2 @ \$10 each</i>	\$	28
Instructors	\$	
Travel / Per Diem	\$	
Materials & Supplies	\$	
Leases:	\$	
Overtime-Backfill	\$	
Other (List):	\$	
	\$	
Total Training Cost Estimate	\$	
Total Training Grant Request	\$	

**Equipment:** AEL list may be found at <https://www.rkb.us/mel.cfm?subtypeid=549>

<u>Detailed Proposed Budget Description</u> (Include brand type size being purchased)	<u>#</u>	<u>AEL Codes</u>	<u>Cost Estimate</u>
<i>Example: Equipment, Explosive Entry</i>	2	02EX-00-XEN	\$ 5,000
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
			\$
Total Equipment Cost Estimate			\$
Total Equipment Grant Request			\$

## Planning:

Detailed Proposed Budget Description	Cost Estimate	
Example: Travel/ Per Diem: estimated 100 miles x \$.41/mile	\$	41
Contractor:	\$	
Materials & Supplies:	\$	
Travel / Per Diem:	\$	
Publishing:	\$	
Other (list):	\$	
	\$	
	\$	
Total Planning Cost Estimate	\$	
Total Planning Grant Request	\$	

**BUDGET TOTALS**

<u>Budget Category</u>	<u>Request</u>	
Total Planning Grant Request	\$	
Total Exercise Grant Request	\$	
Total Training Grant Request	\$	
Total Equipment Grant Request	\$	
Total Grant Request	\$	

**DEADLINE:****4:30 p.m. CDT -- February 26, 2009**

## 8. Certification

We, the undersigned, hereby certify

- the above grant request will be utilized in accordance with federal and state laws and regulations to build emergency response in the State of North Dakota;
- the above grant request does not supplant local funds; and
- the requesting entity is NIMS compliant.

\_\_\_\_\_  
Type or Print name of Agency Representative

\_\_\_\_\_  
Signature of Agency Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Type or Print name of Fiscal Authority

\_\_\_\_\_  
Signature of Fiscal Authority  
(Government Entity)

\_\_\_\_\_  
Date